

ARLINGTON FINANCE COMMITTEE  
MINUTES OF MEETING  
O'NEAL ROOM  
3/18/15

ATTENDEES:

Deyst*	White*	Caccavaro*	Kellar*	McKenna*
DeCoursey	Wallach*	Simmons	Gibian*	
Tosti*	Foskett*	Bayer	Duvadie*	
Kardon*	Beck*	Jones*	Deshler	
Franclemont	Howard*	Fanning*	Carman*	Turkall*

MINUTES of 3/16 approved as corrected. Unanimous

ART 46 MASTER PLAN: Members discussed whether to support the BoS resolution. Those that urged support noted that economic development, a big piece of the Plan, is one way to address the Town's structural deficit. They also noted that the plan represents a large investment in resident and staff time as well as consultant dollars. Other members felt that since the Plan does not have any direct financial effect, the FinCom should not take a position. VOTED to take a position. 11-4

VOTED to support the BoS resolution with a comment explaining that the FinCom will consider any future specific proposals on their merits. 10-0-4 Jones to write the vote & comment.

BUD 7 TREASURER: FinanceSubCom(Beck) made several corrections to the budget as printed caused by the change in personnel in the Management Analyst position.

VOTED \$661,258 Unanimous.

BUD 8 POSTAGE: FinanceSubCom(Beck) recommended the budget as printed.

VOTED \$174,263 Unanimous

BUD 13 PARKING: : FinanceSubCom(Beck) recommended the budget as printed. He reported income from tickets is approximately \$300k and from meters \$8k. For an outline of planned changes see Minutes of 3/16 Ref 1, P 9.

VOTED \$114,834 Unanimous.

BUD 9 ASSESSORS: : FinanceSubCom(Kellar) recommended the budget as printed. The next full appraisal will be in FY19. The line 5206 computer maintenance pays Patriots Properties to maintain the assessment database. VOTED \$277,498 Unanimous.

RECREATION EF: HumSerSubCom(Deyst) provided a budget update (Ref 1) and recommended a revote. There is an increase of \$9,561 in insurance expense and a \$10,000 increase in reservoir income.

VOTED \$612,350 expense, \$615,000 revenue, \$2,650 projected balance. Unanimous

RINK EF: HumSerSubCom(Deyst) provided a budget update (Ref 2) and recommended a revote. There is an increase of \$10,593.

VOTED \$607,680 expense, \$616,700 revenue, \$9,020 projected balance Unanimous

COMMITTEE:

RESERVE FUND: \$715,005

Peter Howard 3/19/15. Revised 3/23/15

Ref 1 Revised Recreation EF Budget Pages

Ref 2 Revised Rink EF Budget Pages

Ref 1

*Revised*

	2013 Actual	2014 Actual	2015 Budget	2016 Request	\$ Change	% Change
<b>RECREATION</b>						
5101 SALARIES & WAGES	150,079	141,282	154,898	147,965	(6,933)	-4.48%
5102 SALARIES & WAGES TEMP	88,004	88,198	134,000	152,000	18,000	13.43%
510211 RESERVOIR STAFFING	44,209	51,869	-	-	-	-
5103 OVERTIME	-	-	200	-	(200)	-100.00%
5156 LONGEVITY	896	300	1,238	564	(674)	-54.44%
5203 DATA PROCESSING EXPENSES	82	-	-	-	-	-
5211 ENERGY	22,181	27,216	28,000	28,000	-	-
5223 OFFICE SUPPLIES	1,519	1,939	1,900	1,900	-	-
5240 JOBS PROGRAM	5,533	2,975	4,000	4,000	-	-
5258 PRINTING OF BROCHURES	13,808	13,522	15,000	14,000	(1,000)	-6.67%
5260 CLEAN/CLOTH/TRAIN	-	-	150	600	450	300.00%
5281 TRAVEL: CAR ALLOWANCE	1,677	1,683	1,677	1,677	-	-
528910 SUMMER PROGRAMS RECREATION	11,818	14,606	19,000	19,000	-	-
528911 RESERVOIR SUPPLIES	2,663	6,706	12,000	12,000	-	-
528912 RESERVOIR-EXPENSE CHLORINE	11,174	15,679	13,000	15,500	2,500	19.23%
528913 GIBBS SCHOOL GYM	25,528	27,941	25,000	31,000	6,000	24.00%
528915 RESERVOIR CONCESSION STAND	-	-	-	4,000	4,000	-
528920 FALL PROGRAMS RECREATION	8,465	5,296	7,000	7,000	-	-
528930 WINTER PROGRAMS RECREATION	28,939	18,996	25,000	25,000	-	-
528940 SPRING PROGRAMS RECREATION	2,601	4,683	2,500	2,500	-	-
5295 PRIOR YEAR EXPENSES	10,934	20,607	-	-	-	-
5299 CREDIT CARD PROCESSING	49,107	64,014	55,000	65,000	10,000	18.18%
5706 HEALTH INSURANCE	47,993	51,086	55,804	53,144	(2,660)	-
5831 MECHANICAL MAINTENANCE	5,764	9,881	30,000	27,500	(2,500)	-8.33%
<b>TOTAL RECREATION</b>	<b>532,973</b>	<b>568,481</b>	<b>585,367</b>	<b>612,350</b>	<b>26,983</b>	<b>4.61%</b>
<b>PERSONNEL SERVICES SUMMARY</b>						
EXPENSES SUMMARY	283,189	281,650	290,336	300,529	10,193	3.51%
TOTAL	249,784	286,831	295,031	311,821	16,790	5.69%
	532,973	568,481	585,367	612,350	26,983	4.61%
<b>REVENUES</b>						
BALANCE	(538,133)	(569,337)	(589,200)	(615,000)	(25,800)	4.38%
	(5,160)	(856)	(3,833)	(2,650)	1,183	-30.86%

	2013 Actual	2014 Actual	2015 Budget	2016 Request	\$ Change	% Change
RECREATION						
4289 OTHER FEES AND CHARGES	(7,264)	(6,562)	(7,200)	(5,000)	2,200	-30.56%
428910 SUMMER PROGRAMS	(59,421)	(124,261)	(145,000)	(140,000)	5,000	-3.45%
428911 RESERVOIR	(78,709)	(132,839)	(122,000)	(132,000)	(10,000)	-
428913 GIBBS RENTAL INCOME	(34,535)	(36,540)	(45,000)	(43,000)	2,000	-4.44%
428914 GIBBS CAPITAL	(5,121)	(6,430)	-	-	-	-
428915 RESERVOIR CONCESSION STAND	-	-	-	(8,000)	(8,000)	-
428919 KIDS CARE REVENUE	-	(40,000)	(25,000)	(40,000)	(15,000)	60.00%
428920 FALL PROGRAM INCOME	(75,545)	(64,534)	(60,000)	(65,000)	(5,000)	8.33%
428930 WINTER PROGRAM INCOME	(100,890)	(78,101)	(100,000)	(90,000)	10,000	-10.00%
428940 RECREATION PROGRAM INCOME	(17,537)	(25,349)	(18,000)	(25,000)	(7,000)	38.89%
4330 OTHER STATE REVENUE	(17,576)	(17,000)	(17,000)	(17,000)	-	-
4421 SPRING FIELD PERMIT FEES	(24,948)	(22,806)	(25,000)	(25,000)	-	-
4973 USE OF RETAINED EARNINGS	-	-	(25,000)	(25,000)	-	-
CREDIT CARD FEES & CHARGES	(116,588)	(14,914)	-	-	-	-
<b>TOTAL RECREATION</b>	<b>(538,133)</b>	<b>(569,337)</b>	<b>(589,200)</b>	<b>(615,000)</b>	<b>(25,800)</b>	<b>4.38%</b>

*Revised*

Revised

	2013 Actual	2014 Actual	2015 Budget	2016 Request	\$ Change	% Change
<b>657 ED BURNS ARENA</b>						
5101 SALARIES & WAGES	181,010	193,156	209,662	193,986	(15,676)	-7.48%
5102 SALARIES & WAGES TEMP	64,597	59,469	60,000	67,500	7,500	12.50%
5103 OVERTIME	2,705	982	1,500	1,500	-	-
5156 LONGEVITY	1,412	984	2,256	2,269	13	0.58%
5203 EQUIPMENT/BUILDINGS/GROUND	35,480	31,865	19,000	25,000	6,000	31.58%
5206 REFRIGERATION CONTRACT	4,600	2,123	5,000	5,000	-	-
5211 ENERGY	78,717	83,127	95,000	95,000	-	-
5213 NATURAL GAS	33,600	38,463	37,000	39,000	2,000	5.41%
5223 OFFICE SUPPLIES	250	424	1,200	500	(700)	-58.33%
5224 OTHER SUPPLIES	125	1,295	-	-	-	-
5233 SECURITY ALARM SYSTEM LEASE	7,260	7,260	8,000	4,832	(3,168)	-39.60%
5236 RINK MARKETING	1,570	-	500	500	-	-
5241 UNIFORMS, BADGES, & GLOVES	-	-	550	550	-	-
5260 CLEAN/CLOTH/TRAIN	-	-	550	400	(150)	-27.27%
5281 TRUCK & ZAMBONI GAS	3,858	2,160	1,305	2,200	895	-
5290 CONCESSION STAND	16,157	20,298	19,000	19,000	-	-
5295 PRIOR EXPENSES	6,567	1,252	-	-	-	-
5299 OTHERWISE UNCLASSIFIED	2,462	620	2,500	2,500	-	-
5706 HEALTH INSURANCE	47,889	51,000	51,405	58,776	7,371	-
5871 DEBT SERVICE	69,181	83,000	83,000	83,000	-	-
CAPITAL OUTLAY	-	24,082	6,065	6,167	102	1.68%
5890 DCR PAYMENT	-	14,096	-	-	-	-
<b>ED BURNS ARENA TOTAL</b>	<b>557,439</b>	<b>615,656</b>	<b>603,493</b>	<b>607,680</b>	<b>4,187</b>	<b>0.69%</b>
<b>PERSONNEL SERVICES SUMMARY</b>	<b>249,724</b>	<b>254,591</b>	<b>273,418</b>	<b>265,255</b>	<b>(8,163)</b>	<b>-2.99%</b>
<b>EXPENSES SUMMARY</b>	<b>307,716</b>	<b>361,065</b>	<b>330,075</b>	<b>342,425</b>	<b>12,350</b>	<b>3.74%</b>
<b>TOTAL</b>	<b>557,439</b>	<b>615,656</b>	<b>603,493</b>	<b>607,680</b>	<b>4,187</b>	<b>0.69%</b>
<b>REVENUES</b>	<b>(560,186)</b>	<b>(596,110)</b>	<b>(606,500)</b>	<b>(616,700)</b>	<b>(10,200)</b>	<b>1.68%</b>
<b>BALANCE</b>	<b>(2,747)</b>	<b>19,546</b>	<b>(3,007)</b>	<b>(9,020)</b>	<b>(6,013)</b>	<b>199.97%</b>

	2013 Actual	2014 Actual	2015 Budget	2016 Request	\$ Change	% Change
ED BURNS ARENA						
4233 BUILDING CAPITAL RINK	(64,035)	(81,581)	(83,000)	(83,000)	-	-
4289 OTHER FEES AND CHARGES	(20,955)	(20,050)	(20,000)	(20,000)	-	-
428901 ICE TIME	(341,824)	(350,935)	(358,000)	(367,200)	(9,200)	2.57%
428902 PUBLIC SKATING	(55,440)	(62,851)	(56,000)	(60,000)	(4,000)	7.14%
428903 SKATE PASSES	(4,459)	(5,890)	(5,500)	(5,500)	-	-
428904 SKATE RENTALS	(17,066)	(18,926)	(17,000)	(17,000)	-	-
428905 CONCESSION STAND	(26,011)	(30,520)	(34,000)	(34,000)	-	-
428906 VENDING MACHINE	(12,312)	(10,124)	(14,000)	(13,000)	1,000	-7.14%
428907 MARKETING	(11,915)	(10,795)	(13,000)	(11,000)	2,000	-15.38%
428908 SKATE SHARPENING	(3,271)	(4,330)	(4,500)	(4,500)	-	-
428942 ADMISSION ROLLER SKATING	(81)	(50)	(1,500)	(1,500)	-	-
428944 ROLLER SKATE RENTALS	(35)	(59)	-	-	-	-
4972 TRANSFER FROM OTHER FUNDS	(2,782)	-	-	-	-	-
5208 RENTAL OF BUILDINGS	-	-	-	-	-	-
5911 TRANSFER TO GENERAL FUND	-	-	-	-	-	-
<b>657 SUBTOTAL ED BURNS ARENA</b>	<b>(560,186)</b>	<b>(596,110)</b>	<b>(606,500)</b>	<b>(616,700)</b>	<b>(10,200)</b>	<b>1.68%</b>

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